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ABSTRACT

The purpose of this instrument is to supplement data from the Adult Basic Learning Examination in assessing the functional level of adults in daily situations. It may also be used as a teaching tool for adults requesting tutoring in specific concepts and skills presented in the instrument. This instrument is an informal assessment instrument and is applicable to teaching the skills and concepts to adults in tutoring situations. Sections include job application, basic competency skills, mathematics, high frequency survival words, preparation directions and abbreviations, pain tablet label, bleach label, motel information, clothing care label, laundromat, frozen dinner, job want ads, map skills, telephone directory, transportation schedule, utility bill, and restaurant menu. An answer key and list of references are attached. (YLB)

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ED286047

ADULT SURVIVAL SKILLS ASSESSMENT

by

Gregory M. Walsko, PhD

Revised 1987

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

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INTRODUCTION

The concept of adult functional literacy is a relatively new idea. Prior to 1975 (Stitch, 1975), the concept was known by adult educators, but literacy continued to be defined operationally as the ability to read at the fifth-grade level. Functional literacy for my purpose is defined as the ability to read and understand those materials which are directly related to everyday living in order to "function" or survive in our cultural and social surroundings (Kirsch, Irwin, and Guthrie, 1978). While we know that these surroundings may differ (Schmelzer, Brozo, and Andrews, 1982), there is some belief that enough similarity exists to allow for a basic assessment.

While a comprehensive measurement program for functional literacy should probably include a number of instruments including criterion-reference, standardized, and informal tests, each of these instruments have their strengths and weaknesses. The criterion-referenced tests, the newest, have their major strength in their appropriateness for the examinees due to the tests' sensitivity to the testing requirements of their target group. Weaknesses in these tests are the lack of establishing concurrent or predictive relationships, developing and testing alternate forms, and determining test-retest reliability.

The standardized tests have their strengths in their administrative usability, high appropriateness for examinees, and extensive data describing results from field tests and other studies. Much of the research data presented did not support the measurement of validity or the technical excellence of the tests. Informal tests seem to be the weakest; their only apparent advantage is that they may be easy and quick to administer and are not very

threatening to students (Nafzinger, Thompson, Hiscox, and Owen, 1975). Since each type of test has beneficial attributes, the individual student's situation should be carefully considered to determine which test(s) would fit his or her present needs.

Before any type of testing is performed, the teacher should consult the Mental Measurements Yearbook (Mitchell, 1985) for information regarding suitability of a particular reading test. The criteria (Ayrer, 1977) for determining the appropriate testing instruments might be summarized as follows:

1) Select instruments that provide the type of information necessary for the program.

2) Select instruments that measure the program's instructional objectives.

3) Select tests that are capable of being administered, scored, and interpreted by the staff.

4) Don't select childish tests for adults, and

5) Obtain a specimen set of the test in order to determine its suitability for your program.

BACKGROUND

The Adult Survival Skills Assessment instrument was developed in 1979 for the Lafayette Adult Reading Academy in Lafayette, Indiana. The purpose of the Adult Survival Skills Assessment is to supplement data from the Adult Basic Learning Examination (ABLE) in assessing the functional level of adults in daily situations. The Assessment also served as a teaching tool for adults requesting tutoring in specific concepts and skills presented in the instrument.

Prior to its administration, the Adult Survival Skills Assessment was submitted to Indiana's Department of Public Instruction, Division of Adult and Community Education, for suggestions in improving the instrument. Revisions were made and the result is the present instrument.

The Adult Survival Skills Assessment does not rely on a quantitative score for assessing a level of reading competency; rather, the strength of this instrument is in its application to teaching the concepts and skills to adults in tutoring situations. It is, therefore, an informal assessment instrument that matches the content of the Lafayette Adult Reading Academy. However, I believe it may be applicable to other adult literacy programs.

JOB APPLICATION

Please Print Clearly

NAME: LAST	FIRST	MIDDLE	MAIDEN	Soc. Sec.#
Address: Number and Street	City	State	Zip Code	Sex M F

Phone: Home: Work:	Marital Status: __Single __Married __Other	Number of children:	Height: Weight:	Date of Birth: Mo. day year

CITIZENSHIP

Are you a citizen of the United States? __Yes __No. If No, What Status? Alien Registration No._____

Service Branch:	Date entered:	Final rank or rate:	Board No.:	Are you in the Reserves?
Type of Discharge	Date discharged	M. O. S.:	Classification	Active Reserves___ Inactive Reserves___

EDUCATION

Circle highest grade completed in each school category — Grade School 1 2 3 4 5 6 7 8 — High School 1 2 3 4 — College 1 2 3 4 5

SCHOOL	NAME	LOCATION	From	To	Course Degree	Graduate
Elementary School Jr. High School						Circle One Yes No
High School						Yes No
College or University						Yes No
Graduate School						Yes No
Business or Vocational School						Yes No
Apprentice Training or Other Courses						Yes No

PERSONAL REFERENCES

Name three persons who have known you for at least one year who are not relatives or past employers:

1. Name_____ Job_____
   Address_____ Phone Number_____
   How long has this person known you?_____
2. Name_____ Job_____
   Address_____ Phone Number_____
   How long has this person known you?_____
3. Name_____ Job_____
   Address_____ Phone Number_____
   How long has this person known you?_____

PREVIOUS EMPLOYMENT

Company (Last or current employer):	Address:		
Job Title:	Name of Supervisor:		
Employed From: To:	May we Contact Employer: ___Yes ___No	Starting Salary $	Final Salary $
Job Title:	Name of Supervisor:		
Employed From: To:	May we Contact Employer ___Yes ___No	Starting Salary $	Final Salary $
Job Title:	Name of Supervisor:		
Employed From: To:	May we Contact Employer ___Yes ___No	Starting Salary $	Final Salary $
Job Title:	Name of Supervisor:		
Employed From: To:	May we Contact Employer ___Yes ___No	Starting Salary $	Final Salary $

I hereby authorize all schools to disclose all information which may assist in evaluating my application, and I hereby release them from all liability arising from such disclosure.

I hereby authorize investigation of all statements made in the application.
I hereby submit to a pre-employment physical examination. I understand that if I am employed, I shall be subject to dismissal if any information in this application is false or misleading or if I have failed to disclose any information requested in this application. I agree, if employed, to abide by all company policies, rules and regulations.

Date signed:_____ Applicant's signature:_____

BASIC COMPETENCY SKILLS

Part A: Oral Section

Directions: Recite the following questions to the student and allow the student to answer orally.

1. What is today's date?
2. Name the days of the week.
3. Name the months of the year.
4. What time is it now?
5. Count to 100.
6. Identify coins: penny, nickel, dime, quarter, half-dollar.
7. Alphabet: Identify upper and lower cases in manuscript and cursive.

Part B: Written Section. *Note if the student performs poorly on oral section, then dispense with Part B.

Directions: Recite the following questions to the student, and direct the student to write the answers on a sheet of paper.

1. What is today's date?
2. Days of the week.
3. Months of the year.
4. What time is it now?
5. Count to 100.
6. Identify coins by cents equivalency: penny, nickel, dime, quarter, half-dollar.
7. Alphabet: Upper and lower cases in manuscript and cursive.

MATHEMATICS

1. $\begin{array}{r} 9 \\ +\ 7 \\ \hline \end{array}$

2. $\begin{array}{r} 20 \\ -\ 6 \\ \hline \end{array}$

3. $\begin{array}{r} 9 \\ 6 \\ 3 \\ +\ 7 \\ \hline \end{array}$

4. $\begin{array}{r} 378 \\ +\ 594 \\ \hline \end{array}$

5. $\begin{array}{r} 703 \\ -\ 378 \\ \hline \end{array}$

6. $\begin{array}{r} \$\ 9.56 \\ -\ 3.75 \\ \hline \end{array}$

7. $\begin{array}{r} 7412 \\ +\ 2873 \\ \hline \end{array}$

8. $\begin{array}{r} 8 \\ \times\ 6 \\ \hline \end{array}$

9. $\begin{array}{r} 97 \\ \times\ 6 \\ \hline \end{array}$

10. $\begin{array}{r} 83 \\ \times\ 47 \\ \hline \end{array}$

11. $7\overline{)889}$

12. $\begin{array}{r} 25 \\ \times\ 8 \\ \hline \end{array}$

13. $37\overline{)\$\ 17.02}$

14. $51\overline{)3764}$

15. $\frac{1}{4} + \frac{2}{4} =$

16. How many inches are there in 2½ feet?_____

17. You have a twenty dollar bill to pay for groceries amounting to $17.38. How much change should you get back?_____

18. If a person earns $225 a week and his deductions amount to $47.00, what is the take-home pay?_____

19. What is the cost of a coat which sells for $80.00 but is marked down 25%?_____

20. How much do these items cost altogether: A paperback book for $1.95, a ball point pen for $.79, a roll of scotch tape for $.78 and a pair of sunglasses for $5.50?_____

HIGH FREQUENCY SURVIVAL WORDS

Directions: Can you say these words and do you know what they mean?

1. Antidote
2. Don't walk
3. Poison
4. Explosives
5. Flammable
6. Do not take internally
7. Danger
8. Do not incinerate
9. Beware of dog
10. No Trespassing
11. Bus Stop
12. In
13. Out
14. Down
15. Up
16. No Smoking
17. Restricted area
18. Employees only
19. Push
20. Pull
21. Exit
22. Men
23. Women
24. Yield
25. Caution
26. Keep Out
27. Emergency
28. Railroad Crossing
29. Gentlemen
30. Ladies
31. One Way
32. Men Working
33. Beware
34. Entrance
35. Unleaded Gas
36. Leaded Gas
37. Combustible
38. Do not inhale
39. No Parking
40. Toxic
41. Hazardous
42. High Voltage
43. Departure
44. Arrival
45. Leave
46. Restrooms
47. Hot
48. Cold
49. Information
50. Watch your step
51. Fire escape
52. Do Not Enter
53. No Admittance
54. Wet Paint
55. Stairway
56. Elevator
57. Do Not Disturb
58. Adults Only
59. No Swimming
60. Police
61. Private Property
62. Out of Order
63. Handle With Care
64. First Aid

Preparation Directions and Abbreviations

Butter Frosting

4 Cups confectioner's sugar	1 oz. milk
½ Cup butter (or margarine)	½ tsp. of vanilla

Blend sugar and butter until creamy. Add milk and vanilla. Beat until completely mixed. Frost cake when cooled. Makes 1 and 2/3 cups. Will frost 1 double-layer cake or 2 doz. cupcakes.

Use the recipe to answer the following questions:

1. The word blend means:

a. cook	c. combine
b. measure	d. separate

2. How much frosting will the recipe make? _____

3. What does oz. mean?

a. only	c. once
b. ounce	d. our

4. What does tsp. mean?

a. pound	c. teaspoon
b. tablespoon	d. spoon

5. Two doz. cupcakes make:

a. 2 cupcakes	c. 12 cupcakes
b. 24 cupcakes	d. 6 cupcakes

Pain Tablet Label

Relief

Helps relieve pain due to head colds, simple headaches, and muscular aches and pains.

Dosage: Adults: 1 or 2 tablets with water.
Children 6 to 12 years: 1 tablet with water.
Children 3 to 6 years: ½ tablet with water.

Caution: For Children under 3 years of age, consult your physician. May be taken every 4 hours as needed.

Warning: Keep this and all medicine out of the reach of children. In case of accidental overdose, contact a physician immediately.

Questions:

1. What three ailments will Relief help? a._____ b._____ c._____.
2. How many tablets should you give an 8-year old child at one time?_____
3. Can you decide to give Relief to a 2-year old child. Yes or No
4. You took two tablets at 8 p.m. Should you take two more at 10 p.m. before going to bed? Yes or No
5. A five-year old child has a cold. You give him ½ tablet at 11 a.m. What time should he receive the next ½ tablet?

_____

BLEACH LABEL

General Cleaning.	Use 1 cup of Bleach per gallon of water. Wipe item and rinse.
Toilet Bowls.	Clean and flush. Pour in ½ cup of Bleach and swish over surface. Don't flush for at least 10 minutes. SEE CAUTION.
Laundry.	Regular or automatic washers use 1 cup per load for agitators and ½ cup for tumblers. Add Bleach in water before laundry is put in. If Bleach is added after clothes are in water, dilute in a quart of water.
CAUTION.	Harmful if swallowed. Irritating to eyes. If swallowed, drink a large glass of milk. If spashed on skin, in eyes, flood with water. Call doctor. DON'T use ammonia or toilet bowl cleaners with Bleach. Hazardous gases released.

Use above label to answer the following questions.

1. If Bleach is swallowed accidentally, what should you do?

   _____

2. What two things should you never use with Bleach?

   a._____ b._____

3. How much Bleach should you add to an automatic washer?

   _____

4. For general household cleaning, how much Bleach should you add to a gallon bucket of water?_____

5. Should you pour Bleach directly on your wash load? Yes or No

MOTEL INFORMATION

THE LAKESIDE INN

ROOM RATES

1 person	per day	$ 25.00
2 persons	per day	$ 30.00
3 persons	per day	$ 35.00
4 persons	per day	$ 40.00
Family up to 6	per day	$ 45.00

Checkout time: 11:30 a.m.
Please leave key at the main desk in the lobby.
Please do not leave pets unattended in the room.
The proprietor will not be responsible for any valuables not checked in at the office.
Thank you for staying at our Inn.

Questions:

1. What is the cost for 2 people to stay in the motel for one night?_____
2. By what time should you check out of the motel?_____
3. Are pets allowed in your room by themselves? Yes or No
4. Will the hotel management pay for any articles stolen from your room? Yes or No
5. What would a family of up to 6 pay for an overnight visit?

_____

CLOTHING CARE LABEL

PERMANENT PRESS SHIRT

Machine wash separately by color in warm water. Tumble dry or line dry. Place moist shirt in dryer and remove immediately after drying to avoid wrinkles. Avoid spin dry cycle for hanger drying and hang shirt up wet.

65% polyester, 35% cotton

Use above label to answer the following questions:

1. Suppose you wanted to dry the shirt on a hanger. Should you take it out of the washer before or after the spin dry cycle?

   _____

2. What kind of material is the permanent press shirt made of?

   _____

3. Why should you remove the permanent press shirt from the dryer as soon as the dryer stops?_____

LAUNDROMAT

SUPER-MATIC LAUNDROMAT

Please follow these simple steps in doing your laundry! Thank you!
The Management.

1. Sort laundry into average tub loads of approximately 9 lbs.
2. Set temperature control on your washer to either hot or warm according to the type of clothes being washed.
3. Start washer by placing 2 quarters in meter coin slot and push in the slide.
4. While washer is filling:
   Step 1---Add detergent
   Step 2---Add bleach if desired
   Step 3---Load washer evenly with laundry and close lid.
5. Remove laundry after washing cycle is completed.
6. Place laundry in dryer and close the door.
7. To start dryer insert one dime in coin slot and push in.
8. Remove laundry when dry.

Questions:

1. How much does it cost to wash one load of laundry?_____
2. How much money will it take to start the dryer?_____
3. Name two settings on this machine for water temperature.
   a._____ b._____
4. How much clothing weight can be put in one washer?_____
5. When should detergent be placed in the washer?_____

FROZEN DINNER

CHICKEN TV DINNER

Directions:

1.) Preheat oven to 475 degrees.
2.) Remove metal container from paper covering.
3.) Fold the foil back along the dotted lines to expose french fries and dessert.
4. Place frozen dinner in preheated oven for 20 minutes. If more than two dinners are being heated at one time, allow about five minutes longer.
5. Remove dinner from oven and replace foil over dessert. Replace dinner in oven for approximately 5 minutes.
6. Remove dinner from oven and peel back all the foil.

1. If you want your T.V. dinner to be ready at 6:00 o'clock, then what time should you place it in the hot oven?_____
2. What temperature should the oven be set?_____
3. When should you fold back the foil?_____
4. If you are cooking three T.V. dinners, how much longer must you cook them?_____
5. After you replace the foil over the dinner, how much longer must you heat the dinners?_____

JOB WANT ADS

1. Karen needs to earn $600.00 or more a month. Which job should she apply for? Circle the ad.

BANK TELLER; Top pay, good benefits, $700/mo. Apply in person at 112 5th Avenue.

HOUSEKEEPER; 7:30 - 3:30; ref's required. $4000/yr. Apply in person at Sunnyvale Conval. Home, 1121 Park Street.

ASSIST. TO MANAGER; growing company needs responsible woman for office work. $550/mo start. Call 661-6892.

DENTAL ASST; no experience required. Part-time. Good fringe benefits. 15-hr./week. $8/hr. Call 940-1187.

2. Beth has sold clothes in a woman's store for five years. She wants to change her place of work, but would like to do the same type of work. Which job should she apply for? Circle the ad.

WAITRESS NEEDED: $20/day full-time work; exper. nec. For interview call 862-6900.

SALESMAN; Looking for a career? Would you like to sell insurance? Work by appt. only and during daylight hrs. Call 261-4362.

RECEPTIONIST in Vet. Hospital. Experience desirable. Write Box 65408.

SALESLADY; Ladies fine apparel, well groomed. Exper. only need apply. Full or part-time. No phone calls please. 56 S Haven.

3. Bob is not old enough to have a driver's license. Which job should he apply for? Circle the ad.

DELIVERY HELP. Person needed to deliver pizzas. Apply in person at Pizza Pie Inn.

WORK AT HOME. Large Co. needs people to make telephone calls. Good speaking voice required. Call 759-3830.

AMBULANCE DRIVER: attendent must have experience. Write Box 6607.

POSTAL CARRIERS. Priv. postal system needs men over 21 to work 2-4 days/week. Must be able to drive a van. Call 743-0071.

JOB WANT ADS cn't

Study the following ads to answer questions 4 - 6.

Competent typist needed for large department store. Benefits, salary dependent on ability and experience. For interview call 489-7351.

Bookkeeper. Reliable, mature person to assume bookkeeping responsibilities. Should have experience in accounting, personnel and office procedures. Call Mr. Johnson at 491-6452.

Dictaphone typist - position in publishing house. Good typing essential. No shorthand required. Call personnel dept. 354-7109.

Maintenance man for country club. Heating, air conditioning, general maintenance. Must be experienced. Apply in person at the Pines Country Club.

Qualified Mechanic, part-time or full-time, own tools. Needed to work on automobile engines. Phone 558-7315.

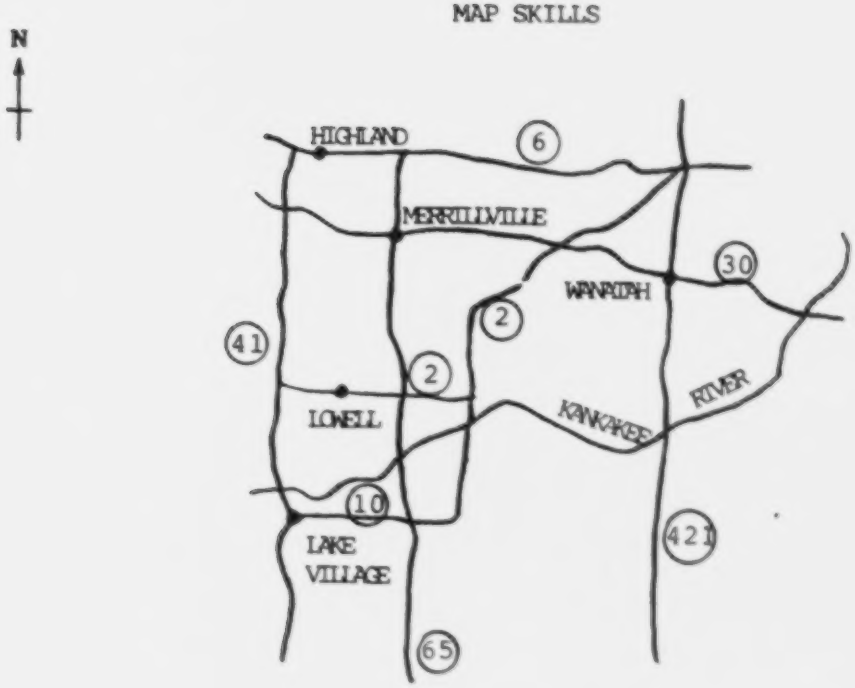
Salespersons needed in large department store for part-time employment. Commission and non-commission areas. Apply in person at Treks on Mon. through Sat. 10-8.

4. Circle the ads that ask for a person who knows how to type.

5. Put an X over the ads that you should answer for part-time work.

6. Which ad asks for a person skilled in repairing car engines?_____

MAP SKILLS



• Cities

(6) Roads

0 5 10 miles

1. In what general direction does Highway 41 run?

   a.) north-south b.) east-west

2. Which highways go over the Kankakee River?_____

3. Lake Village is located at the intersection of what two highways?

   a_____ b_____

4. What is the distance between Merrillville and Wanatah?

5. What city is located on Highway 6?_____

TELEPHONE DIRECTORY

Weedly, Robert	741 Baltimore St.	456-0708
Wesley, John P.	887 N 15 E	456-8037
White, Jas L.	115 Ridge Rd	456-8221
Whitehead, Richard	33 Main St	456-3306
Wilcox, Chas	8715 Maple Ln	456-8554
Wilson, Robert	2019 Lincoln	456-3889
Wilson, Tom M.	9430 Glen Oak	456-3598
Wise, David L.	115 Wabash	456-3223
Wolf, Karen	4750 Johnston Av	456-7748
Wolf, Stanley	7746 Orchard Pk	456-6171
Wordly, Michael	77 Fountain Hill	456-0818
Wosniciki, Douglas	1415 Maryland	456-7741
Zatorsky, Gregory C.	605 Riverside	456-9198
Zeke, Helen L	207 Canal Rd	456-7113

Using this section from a telephone book, answer the following questions:

1. What is Robert Wilson's phone number?_____
2. On what street does Douglas Wosniciki live?_____
3. What is the first name of the Wolf who lives at 7746 Orchard Park?_____
4. What is the phone number of James L. White?_____

TRANSPORTATION SCHEDULE

Leave Downtown	The Plaza	Lincoln and 5th Street	Maple & Stone	Central & Indiana	Downtown Arrive
6:15 A.M.	6:20 A.M.	6:25 A.M.	6:30 A.M.	6:35 A.M.	6:40 A.M.
6:45	6:50	6:55	7:00	7:05	7:10
7:15*	7:20	7:25	7:30	7:35	7:40
7:45	7:50	7:55	8:00	8:05	8:10
8:15	8:20	8:25	8:30	8:35	8:40
8:45	8:50	8:55	9:00	9:05	9:10
9:15	9:20	9:25	9:30	9:35	9:40
9:45	9:50	9:55	10:00	10:05	10:10
10:15	10:20	10:25	10:30	10:35	10:40
10:45	10:50	10:55	11:00	11:05	11:10
11:15	11:20	11:25	11:30	11:35	11:40
11:45	11:50	11:55	12:00 P.M.	12:05 P.M.	12:10 P.M.
12:15 P.M.	12:20 P.M.	12:25 P.M.	12:30 P.M.	12:35 P.M.	12:40 P.M.
12:45	12:50	12:55	1:00	1:05	1:10
1:15	1:20	1:25	1:30	1:35	1:40
1:45	1:50	1:55	2:00	2:05	2:10
2:15	2:20	2:25	2:30	2:35	2:40
2:45	2:50	2:55	3:00	3:05	3:10
3:15	3:20	3:25	3:30	3:35	3:40
3:35	3:40	3:45	3:50	3:55	4:00
4:15	4:20	4:25	4:30	4:35	4:40
4:45	4:50	4:55	5:00	5:05	5:10
5:15	5:20	5:25	5:30	5:35	5:40

(Monday through Friday: Service begins 6:15 a.m. and ends 6:15 p.m.

*Saturday: Service begins 7:15 a.m. and ends 6:15 p.m.)

Study the above schedule to answer questions 1 to 4:

1. John wants to leave The Plaza and arrive downtown on the earliest bus. What time will he leave The Plaza?_____
2. On Saturday, bus service begins at_____.
3. Sandy works Downtown. She gets off from work at 4:00 p.m. What is the first bus that she can catch to go to her house at the corner of Lincoln and 5th Street?_____. What time will she arrive at home?_____.
4. Mike catches the bus at Maple and Stone to go to The Plaza. He wants to be at The Plaza by 12:00 noon. What is the last bus he can take from Maple and Stone in order to be at The Plaza by 12:00 noon?_____.

TRANSPORTATION SCHEDULE cn't

Study the following airline charts to answer questions 5 - 6:

		Departure	Arrival
Dallas, Texas	Flight 33	8:30 A.M.	10:00 A.M.
to	Flight 77	8:40 A.M.	11:00 A.M.
Washington, D.C.	Flight 20	11:50 A.M.	2:15 P.M.
	Flight 145	8:40 P.M.	11:30 P.M.

5. Karen wants to take an evening flight to Washington D.C. Which flight should she take from Dallas, Texas?_____

6. Ms. Goodland wants to fly from Reno, Nevada to Chicago, Illinois and back. Using the chart below, how much money will she need for the flight?_____

Reno, Nevada to	Round-trip rates
Boston, Mass.	$ 484.00
Washington, D. C.	$ 442.00
Chicago, Ill.	$ 346.00
Seattle, Wash.	$ 160.00

UTILITY BILL

Account Number 547321			Next Reading Date Feb. 28, 1980	From Mo.	From Day	To Mo.	To Day	To Year	Service	Meter Readings Previous	Meter Readings Present
Service Address 605 Lakeside			Previous Balance .00	12	28	1	29	80	Electric	1350	1585
From 12 | 28	Electric 1 | 29	No. of days: 32	Sales Tax 6.40	12	28	1	29	80	Gas	6137	6430
From 12 | 28	Gas To 1 | 29	32									
Elec. Prev. Rdg. 1350	Pres. Rdg. 1585		$ 20.05	Jack Pace 605 Lakeside Lafayette, Indiana					Date Due: 1/14/80 Previous Balance: .00		
Gas Prev. Rdg. 6137	Pres. Rdg. 6430		80.00								
KEEP THIS PART			Amount Due $106.45	RETURN THIS PART					Amount Due $ 106 | 45		

Answer the following questions using the above bill.

1. What is Jack Pace's Account Number?_____
2. What day is the bill to be paid?_____
3. Name the two services being paid for. a._____ b._____
4. How much money do you owe the utility company?_____
5. Mark a large X over that part of the bill which should be sent with the payment.

RESTAURANT MENU

E N T R E E S

Sirloin Steak	
Baked French Fried Potatoes, Salad, Roll.....	$ 5.25
Southern Fried Chicken	
French Fried Potatoes, Salad, Roll.....	$ 5.00
Spaghetti and Meatballs	
Tossed Salad, Roll.....	$ 3.60
Smoked Ham Steak	
Baked or French Fried Potatoes, Salad, Roll.....	$ 4.00
Jumbo Shrimps	
French Fried Potatoes, Salad.....	$ 8.80

All salads served with choice of dressings.

D E S S E R T S

Fruit Pies.....	$ .60
Ice Cream or Sherbert.....	$ .50
Cheese Cake.....	$ .75

B E V E R A G E S

Pot of tea, iced tea, coffee or Coca Cola.....	$ .35
Hot Chocolate.....	$ .50
Milk.....	$ .45

MENU con't

Use the menu to answer the following questions:

1. How many main courses are on the menu?_____
2. Can you have your choice of dressing for your salad? Yes or No
3. Could you buy a sirloin steak dinner with coffee and cheese cake for $5.65?_____
4. How much would a spaghetti and meatballs dinner with iced tea and a fruit pie for dessert cost?_____
5. How many different choices of dessert are there?_____

ANSWER KEY

Page 6, parts A & B

1. Check with calendar.
2. Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday.
3. January, February, March, April, May, June, July, August, September, October, November, December.
4. Check with clock.
5. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.
6. Penny Nickel Dime Quarter Half Dollar

1¢

5¢

10¢

25¢

50¢

7. See Next Page.

Page 7.

1.	16	12.	200
2.	14	13.	$.46
3.	25	14.	73R41 or 73 41/51
4.	972	15.	3/4
5.	325	16.	30 inches
6.	$5.81	17.	$2.62
7.	10,285	18.	$178
8.	48	19	$60
9.	582	20	$9.02
10.	3,901		
11.	127		

Page 8.

Use a dictionary for definitions and pronunciations.

Page 9.

1. c
2. 1 2/3 cups
3. b
4. c
5. b

a b c d e f g h i

j k l m n o p q r

s t u v w x y z

A B C D E F G H I

J K L M N O P Q R

S T U V W X Y Z

a b c d e f g h i

j k l m n o p q r

s t u v w x y z

A B C D E F G H I

J K L M N O P Q R

S T U V W X Y Z

ANSWER KEY (continued)

Page 10.

1. Head colds, simple headaches, and muscular aches and pains.
2. 1 tablet.
3. No. Call your doctor.
4. No. Must wait 4 hours.
5. 3 p.m.

Page 11.

1. Drink a large glass of milk and call your doctor.
2. Ammonia or toilet bowl cleaners.
3. 1 cup per load for agitators and 1/2 cup for tumblers.
4. 1 cup per gallon.
5. No. Dilute in quart of water, then pour in.

Page 12.

1. $30.00
2. 11:30 a.m. or before.
3. No.
4. No.
5. $45.00

Page 13.

1. Before.
2. 65% polyester, 35% cotton.
3. To avoid wrinkles.

Page 14.

1. 50 ¢
2. 10 ¢
3. Hot, warm.
4. 9 pounds.
5. While washer is filling and before bleach and clothes are added.

ANSWER KEY (continued)

Page 15.

1. 5:40
2. 475°
3. Before placing in oven.
4. 5 minutes.
5. 5 minutes.

Page 16.

1. Top left ad.
2. Bottom right ad.
3. Bottom left ad.

Page 17.

4. Competent typist, dictaphone typist.
5. Qualified mechanic, salespersons.
6. Qualified mechanic.

Page 18.

1. a.
2. 30, 2, 421, 41, 65.
3. 10 and 41.
4. About 20 miles.
5. Highland.

Page 19.

1. 456-3889.
2. Maryland.
3. Stanley.
4. 456-8221.

Page 20.

1. 6:20 a.m.
2. 7:15 a.m.
3. 4:15 p.m., 4:25 p.m.
4. 11:30 a.m.

Page 21.

5. Flight 145.
6. $346.00.

Page 22.

1. 547321
2. 1-14-80
3. Electric and Gas
4. $106.45
5. Right half.

Page 24.

1. 5.
2. Yes.
3. No.
4. $4.55.
5. 4.

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